

Phase II Storm Water Permit Notice of Intent (NOI)

Phase II Municipal Separate Storm Sewer Systems (MS4s)

The purpose of this set of questions is for a Tennessee city, county, utility district or military base to apply for NPDES permit to discharge storm water runoff from a Phase II municipal separate storm sewer system.

You must provide the following information to the Division of Water Pollution Control as application material. You may print this form blank and complete it on paper, or you can complete the form electronically. The document is a Microsoft Word 2000 document. Submit two paper copies, one of which must bear an original signature on page three. Or, submit a copy electronically to phase.two@state.tn.us, according the procedure given in the permit part 2.3.

I. Administrative Information

Name of city, county, storm water utility district or other public institution that operates a Phase II MS4	
Responsible elected official or officer	Title
Street address City, State Zip	
Program Contact Person/e-mail address/phone no.	Technical Contact Person/e-mail address/phone no.
Provide an organizational chart that shows the different departments involved in storm water management.	<input type="checkbox"/> Organizational Chart attached.

II. Description of Storm Sewer System

A. Area served

If city, town, or utility district, give:

Area of jurisdiction in square miles within current corporate boundaries	
Additional area of urban growth boundary	

If county, give:

Area of county in square miles	
Area unincorporated	
Unincorporated, urbanized	
If you wish the permit to regulate non-UA portions of your county, indicate by checking appropriate box:	<input type="checkbox"/> Entire county; or <input type="checkbox"/> Non-UA portions, as follows (describe):

B. Storm Drainage Infrastructure

Give figures for the following features of storm water drainage infrastructure owned or operated by the local government. If you represent a county government, indicate whether the figures represent the entire county or only the urbanized area. Figures for length and number of culverts and catch basins may be rough estimates.

For counties: ☐ Entire county ☐ UA only

Open ditches (miles, or feet).....	
Storm sewers (miles, or feet).....	
Culverts (estimate number).....	
Catch basins (estimate number).....	
Detention basins (estimate number operated by local government).....	
Retention basins (estimate number operated by local government).....	

C. Map

Include a map that shows areas zoned for commercial or industrial activity. Alternatively, present a map that shows actual commercial use and industrial use.	<input type="checkbox"/> Map attached.
Identify municipal/county wastewater treatment plants, landfills, vehicle fleet maintenance centers, power plants, airports and any other municipally owned or operated industrial activities. Identify State or Federal vocational/technical/college/university campuses and military installations.	<input type="checkbox"/> Map attached.
Include a map, depicting city or county-roads, topography or drainage patterns, and "blue line," and intermittent blue-line streams.	<input type="checkbox"/> Map attached.

These maps can be a single map, as long as the various information is clear to read.

D. Identifying impaired streams and other waterbodies

Identify any streams (that flow through your jurisdiction or within two miles downstream jurisdiction boundaries) that are impaired according to the later of either the State's 305(b) report or the State's 303(d) report. For any impairment, indicate the nature of pollution (cause) and the source.

Stream Name	Cause of impairment	Source of impairment

E. Has the state or EPA promulgated a TMDL for any streams directly affected by runoff from your MS4? ☒ Yes ☐ No

If so, list stream segment(s) and parameter(s) of concern:

Stream segment:	Parameters of concern:

III. Existing Legal Authority to Control Storm Water Discharges to MS4

You must review ordinances that apply to control of pollution that might enter the MS4. Extract those portions of your ordinances that do apply to control of the storm sewer system and attach a copy of those portions to this application.

☒ Copy of ordinances is attached.

Ordinances that deal with storm water issues might be found, for example, in conjunction with litter control, prohibition of dumping, clean up of spills, grading/building permits, sewer connection ordinances, erosion and sediment practices, subdivision regulations or other land use/development ordinances.

IV. Signature of Responsible Corporate Officer

This Notice of Intent (NOI) must be signed as follows:

For a municipality, State, Federal, or other public agency, by either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a Federal agency includes:

- (i) The chief executive officer of the agency, or
- (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of EPA).

This notice of intent provides that more than one municipality (county, city, utility district, etc.) can apply jointly for coverage under this general permit. In this case, the signatory criteria above must be met by each municipality seeking coverage under this permit.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

_____ Signature	_____ Title/Municipality	_____ Date
_____ Signature	_____ Title/Municipality	_____ Date

_____ Signature	_____ Title/Municipality	_____ Date
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_____ Signature	_____ Title/Municipality	_____ Date

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V. Your Proposed Storm Water Quality Management Program

This Notice of Intent requires you to provide a brief description of your existing and planned for a storm water management program. The following six sections correspond to the six minimum control measures for a Phase II storm water management program.

If another MS4 will be responsible for implementing any or all portions of any or all following six minimum measures, then attach either the interlocutory agreement or the proposed agreement and schedule for adoption. You must still complete this NOI by answering the relevant questions for the six following measures.

Notes:

- i. Boxes for your responses have been colored green (on our screen) and your answers therein will be green.
- ii. You may extend the tables in order to list more than four proposed BMPs, by going to the last row of the table and striking the "TAB" key until new rows are added.

1) Public Education and Outreach

- a. The following is a set of questions on your current public education and outreach program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a "No" answer must be addressed with a solution in the MS4's proposed program.

Questions related to public education and outreach		<input checked="" type="checkbox"/>
Does the municipality currently distribute educational materials on the topics of storm water quality, stream water quality, pollution impacts, pollution prevention, etc.? If yes, briefly describe the materials, including media used (e.g., written brochures, public service announcements, etc.); the topic(s) covered, intended target audience(s), and the distribution method.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the municipality currently conduct or participate in public outreach activities focusing on the topics of storm water quality, stream water quality, pollution impacts, pollution prevention, etc.? If yes, briefly describe the outreach activities, topic(s) covered, intended target audience(s), and the frequency of activities.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

- b. List the best management practices (BMPs) that you will implement in the area of public education and outreach. These should be based on a set of priorities you have identified in the area of public education and outreach. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP. In the next question, you will be asked for more detail for accomplishing these BMPs.

1	Best Management Practices for Public Education and Outreach
A	
B	
C	
D	
E	

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Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

F	
G	

c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Public Education and Outreach – Administrative Information	
Primary contact person/position title on above BMPs	
Other department(s) that will be involved and their role	
Equipment needs, if any	

What specific groups will be targeted (e.g., service industries such as carpet cleaning, civic groups, schools, church groups) if applicable

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.	
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.	
Entity	BMP

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(Go to next page.)

2) Public Participation and Involvement

- a. The following is a set of questions on your current public participation and involvement program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

Questions related to public participation and involvement		<input checked="" type="checkbox"/>
Does the current municipal storm water management program comply with local, State and Federal public notice requirements? If yes, describe how the public is notified.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

- b. List the best management practices (BMPs) that you will implement in the area of Public Participation and Involvement. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

You may not desire to dictate the ways in which the public participates or is involved in the storm water quality management program; in this case, your proposed program should provide a forum and a structure by which to encourage or allow the public to participate. On the other hand, there may be specific ways you do want the public to be involved, based on your program needs. For instance, you may want stream watch groups to be organized. As such, your proposed program should describe how you will accomplish this, and the time schedule.

2	Best Management Practices for Public Participation and Involvement
A	
B	
C	
D	

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

E	
F	

- c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Public Participation and Involvement – Administrative Information	
Contact person on implementing these BMPs	
What specific groups will be targeted and in what way (e.g., schools, colleges/universities, neighborhood groups)	
Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.	
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.	
Entity	BMP

3) Illicit Discharge Detection and Elimination

The following are common sources of illicit discharges to an MS4:

- | | |
|-------------------------------|--|
| Sanitary wastewater | Effluent from septic tanks |
| Car wash wastewaters | Improper oil disposal |
| Radiator flushing disposal | Laundry wastewaters/gray water |
| Spills from roadway accidents | Improper disposal of auto and household toxics |
| Carpet cleaning wastewaters | |

a. Following is a set of questions on your current illicit discharge detection and elimination program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

Questions related to storm sewer system map		<input checked="" type="checkbox"/>
Does the municipality currently have a storm sewer system map completed for the entire regulated municipal separate storm sewer system? The map must depict, at a minimum: city streets, topography or drainage patterns, blue line streams and intermittent blue-line streams (as shown on USGS 1:24,000 scale quadrangle maps) and outfalls (points where the city or county-operated MS4 discharges into the streams or adjacent MS4s).		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

Questions related to an illicit discharge ordinance		<input checked="" type="checkbox"/>
Does the municipality currently have an ordinance or regulatory mechanism that prohibits non-storm water discharges into the storm sewer system? If yes, please attach a copy of the ordinance and give page number(s) of this section of ordinance. If NO, proceed to the next section (inspections and enforcement).	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism clearly define non-storm water discharges, either through a written description of a non-storm water discharge or through a listing of unallowable or allowable non-stormwater discharges?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism allow right-of-entry on private property for inspection of suspected discharges?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism prohibit dumping?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism give the MS4 owner/operator the authority to eliminate non-storm water discharges in the event of violations? If yes, please note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism define penalties for violations? If yes, please note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the municipality have ordinance or other regulatory mechanism that prohibits contamination of storm water runoff from industrial and commercial properties, including restaurants and auto repair shops, auto supply shops, large commercial parking areas.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Questions related to inspection/screening and enforcement procedures		<input checked="" type="checkbox"/>
Does the municipality presently have personnel and procedures in place for inspection and/or screening for non-storm water discharges?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment/Detail (screening procedures, policies and responsible departments and personnel by title):		
Does the municipality presently have procedures and personnel in place for enforcement of violations of the illicit discharge ordinance? If yes, please describe.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
How are enforcement actions documented?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

Has the municipality defined priority areas for non-stormwater discharge screening and inspections? If yes, please describe.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	
If Yes, provide a map of illicit discharge screening priority areas.	<input type="checkbox"/> Attached

Responding to public input and complaints		<input checked="" type="checkbox"/>
Does the municipality presently have procedures in place to receive and consider information and complaints about non-storm water discharges that are submitted by the public? If so, provide brief description: responsible departments, personnel, steps followed.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Comment:		

Questions related to education		<input checked="" type="checkbox"/>
Has the municipality educated the public regarding ways to detect, prevent and eliminate illicit discharges? If yes, briefly describe the educational materials, including media used (e.g., written brochures, public service announcements, etc.), the topic(s) covered, intended target audience(s), and the distribution method.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Comment:		

b. List the best management practices (BMPs) that you will implement in the area of Illicit Discharge Detection and Elimination. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

3	Best Management Practices for Illicit Discharge Elimination and Detection
A	
B	
C	
D	

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

E	
F	

c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Illicit Discharge Detection and Elimination System – Administrative Information	
Primary contact person/position title on above BMPs	
Other department(s) that will be involved and their role	
Equipment needs, if any	

What specific groups will be targeted (e.g., particular businesses, civic organizations, church groups) if applicable	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.	
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.	
Entity	BMP

(Go to next page.)

4) Construction Site Runoff Program

- a. Following is a set of questions on your current erosion and sediment control program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

Questions related to a construction site runoff ordinance		<input checked="" type="checkbox"/>
Do you currently have an erosion and sediment control - or similar - ordinance or regulatory mechanism? If yes, include a copy and reference the page number(s). If No, proceed to the next set of questions below about construction site plans review.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism require that site operators implement erosion prevention, sediment control, and other construction waste controls for land disturbance activities?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance/regulatory mechanism require (explicitly or implicitly) that controls be implemented for any land disturbances greater than or equal to one acre, or less than one acre if part of a large common plan of development or sale that would disturb one acre or more? If yes, note the page number and paragraph number where this is defined.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism contain or reference technical standards for erosion and sediment control? If yes, note the page number and paragraph number where this is defined.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Do those technical standards agree with or exceed the following standards, summarized here, in the TDEC construction activity general permit (Section IV.D.2.): requirement for an erosion and sediment control pollution prevention plan; erosion and sediment control designed to control the rainfall and runoff from a 2 year, 24 hour storm, 2 year, including sediment basins to serve disturbed areas of ten acres; temporary or permanent ground cover provided within 15 days after final grading?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Do technical standards require that construction activities maintain water quality buffers during construction?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism clearly define the criteria - primarily who must submit - for submitting erosion and sediment control information or plans? If yes, note page number and paragraph number.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism require approval by the local government prior to commencement of land disturbance activities? If yes, note page number and paragraph number.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

Does the ordinance or regulatory mechanism require re-submittal of erosion and sediment control information or plans if site plans or conditions change during land disturbance activities? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	
Does the ordinance or regulatory mechanism allow right-of-entry for government officials onto construction sites for inspections? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	
Does the ordinance or regulatory mechanism give the MS4 owner/operator the authority to STOP WORK in the event of non-compliance violations? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	

Questions related to construction site plans review	<input checked="" type="checkbox"/>
Does the municipality presently have in place a technical review process (i.e. engineering department, planning department, zoning board) that evaluates new development and redevelopment construction for construction site runoff?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	
Does the technical review process require an erosion prevention and sediment control plan with appropriate BMPs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	
Does the review process include a requirement for pre-construction meeting between the municipality and site developer, for priority construction sites, including at a minimum those construction activities discharging directly into, or immediately upstream of, waters the state recognizes as impaired or high quality?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	
If there is a review process, provide a brief narrative or a flow chart of the process, describing the process steps, responsible personnel (by department, title and contact person), and criteria used for evaluation of information or plans that are submitted.	<input type="checkbox"/> Attached
Narrative:	

Responding to public input and complaints	<input checked="" type="checkbox"/>
Does the municipality presently have procedures in place for receipt and consideration of information and complaints submitted by the public?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:	
If Yes, please provide a brief narrative of the receipt process and procedures, describing process steps, responsible departments, and personnel (by title). If available, provide information on complaint tracking, documentation, etc.	<input type="checkbox"/> Attached
Narrative:	

Questions related to enforcement and inspection procedures		<input checked="" type="checkbox"/>
Does the municipality presently have personnel and procedures in place for construction site runoff inspection?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment/Detail (inspection procedures, policies and responsible departments and personnel by title):		
Does the program provide for inspection of priority sites at least once per month?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the municipality presently have procedures and personnel in place for enforcement of violations of construction site requirements?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the municipality use a STOP WORK order to enforce non-compliance with construction site policies and requirements?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
How are enforcement actions documented?		
Response:		

Questions related to training and education		<input checked="" type="checkbox"/>
Does the municipality presently make construction site runoff control training/information available to the public, developers, engineers, and contractors? (Be aware that the state of Tennessee regularly conducts erosion prevention and sediment control classes across the state. Local governments are encouraged to refer developers and contractors to these classes.)		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Has municipal staff completed state-sponsored training, including the Tennessee Fundamentals of Erosion Prevention and Sediment Control; and the Erosion Prevention and Sediment Control Design Course?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

b. List the best management practices (BMPs) you will implement to establish and run a construction site runoff control program. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

4	Best Management Practices for Construction Site Runoff Control Program
A	
B	
C	

D	

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

E	
F	

c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Construction Site Runoff Control Program – Administrative Information	
Primary contact person/position title on above BMPs	
Other department(s) that will be involved and their role	
Equipment needs, if any	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.	
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.	
Entity	BMP

5) Post-Construction Runoff Control

- a. Following is a set of questions on your current post-construction runoff control program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

Structural and non-structural strategies		<input checked="" type="checkbox"/>
The following is a general question related to this one of the six minimum measures.		
Does the municipality currently have in place mechanisms or strategies to reduce pollutants in post-construction runoff to the MS4 from new development or redevelopment projects that result in land disturbance of one acre or more? For example, land use planning requirements, zoning directives, site-based local controls such as riparian buffer zone protection; storage or detention of storm water prior to release to streams; practices to cause storm water to percolate the soil rather than runoff immediately; vegetative practices.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
If Yes, please provide a brief narrative of - and/or references to - the structural and non-structural strategies, describing strategies implemented, best management practices allowed, technical guidance, responsible departments, and personnel (by title).		<input type="checkbox"/> Attached
Narrative:		

Questions related to a post-construction site management ordinance		<input checked="" type="checkbox"/>
Do you currently have an ordinance or regulatory mechanism that addresses post-construction runoff from new development and redevelopment projects? If yes, reference the page number in your ordinance. If No, proceed to the next section on post - construction plans review.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism require controls to mitigate pollutants in storm water runoff? If yes, note page number and paragraph number.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism require (explicitly or implicitly) that controls be implemented for any new development or redevelopment projects greater than or equal to one acre, including projects less than one acre that are part of a large common plan of development or sale, that discharge into your small MS4? If yes, note page number and paragraph number.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism contain or reference technical standards for water quality controls (e.g., design of detention basins) ? If yes, note page number and paragraph number.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Does the ordinance or regulatory mechanism clearly define the criteria for submittal - who must submit - of post-construction water quality control design information or plans? If yes, note page number and paragraph number.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

Does the ordinance or regulatory mechanism require approval prior to construction of post-construction water quality controls? If yes, note page number and paragraph number. Comment:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the ordinance or regulatory mechanism require re-submittal of post-construction water quality control design information or plans if site plans change after the initial design has been approved? If yes, please note page number and paragraph number. Comment:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the ordinance or regulatory mechanism give the MS4 owner/operator the authority to penalize the owner of post-construction water quality controls for violations? If yes, note page number and paragraph number. Comment:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the ordinance or regulatory mechanism allow the municipality right-of-entry on property where post-construction water quality controls are installed for inspections? If yes, please note page number and paragraph number. Comment:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the ordinance or regulatory mechanism require that post-construction water quality controls have adequate and long-term operation and maintenance? If yes, please note page number and paragraph number. If no, how does the MS4 owner/operator maintain post-construction water quality controls. Comment:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the ordinance or regulatory mechanism require establishment and maintenance of water quality buffers during construction and after construction, in areas of new development and redevelopment? Comment:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Questions related to post-construction control plans review	
Does the municipality presently have in place a technical review process (i.e. engineering department, planning department, zoning board) that evaluates new development and redevelopment with regard to the impact that post-development runoff will have on receiving streams? Comment:	<input checked="" type="checkbox"/> <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, provide a brief narrative or a flow chart of the review process, describing the process steps, responsible personnel (by department, title and contact person), and criteria used for evaluation of information or plans that are submitted. Narrative:	<input type="checkbox"/> Attached

b. List the mechanisms (BMPs) you will implement to establish and maintain a post-development runoff control program. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

5	Best Management Practices for Post Construction Runoff Program
A	
B	
C	
D	

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

E	
F	

c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Post Construction Runoff Control Program - Administrative Information	
Primary contact person/position title on above BMPs	
Other department(s) that will be involved and their role	
Equipment needs, if any	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.

Entity	BMP

(Go to next page.)

6) Pollution Prevention and Good Housekeeping

- a. The following is a set of questions on your current pollution prevention and good housekeeping program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

Questions related to staff education and training		<input checked="" type="checkbox"/>
Does the municipality’s current operation and maintenance program provide annual training for staff on preventing and reducing storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		
Are training activities documented? If yes, please describe how		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

Questions related to municipal operations pollution prevention		<input checked="" type="checkbox"/>
Does the municipality’s operations and maintenance program have policies and procedures in place that address pollution prevention? Consider the following in your response: maintenance activities, maintenance schedules; long term inspection procedures for structural and non-structural storm water controls to reduce floatables and other pollutants; controls for reducing or eliminating the discharge of pollutants from streets, roads, highways; controls for reducing or eliminating pollutants from municipal parking lots, maintenance and storage yards, fleet or maintenance areas with outdoor storage areas, salt/sand storage areas, snow disposal areas, waste transfer stations; disposal of waste removed from storm sewers and the areas listed above; and assessment of impacts on water quality from new flood management projects.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

Questions related to municipal industrial activities		<input checked="" type="checkbox"/>
Has the MS4 owner/operator obtained a Tennessee Multi-Sector General Permit or a no-exposure waiver for all qualifying municipal industrial activities? If yes, please give permit numbers or copy of the No-Exposure Certification form.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Comment:		

List municipally-owned or operated facilities that have a notable potential for contaminating runoff: for example - vehicle maintenance garages; waste transfer operations; golf courses; salt or other materials storage; landfill. If more than one facility for a given type of operation, give the number of such facilities. Indicate if any of these are covered by an NPDES permit. Is there a documented pollution prevention plan in place for these facilities?

	Facility or type of facilities/operation	Number	Is activity covered by NPDES permit?	Is a pollution prevention plan in effect?

- b. List and briefly describe proposed management practices for municipal pollution prevention and good housekeeping.

In addition to considering industrial-type operations as in item a., you must also consider municipal infrastructure, and related maintenance activities, maintenance schedules and long-term inspection procedures for structural controls and the proper disposal of waste from storm sewers/ catch basins, etc. Also included in this program area is discharge of pollutants from roads and parking lots.

6	Best Management Practices for Pollution Prevention and Good Housekeeping
A	
B	
C	
D	

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

E	
F	

- c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

- d. Administrative Information

Municipal pollution prevention and good housekeeping - Administrative Information	
Primary contact person/position title on above BMPs	

Department(s) that will be involved and their role	
Equipment needs, if any	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.

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Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.

Entity	BMP

(See next page for addendum.)

Addendum to Small MS4 NPDES Permit Notice of Intent BMP Measurable Goals and Implementation Milestones

The purpose of this addendum is to record the measurable goals for each BMP, and the dates (month and year) by which interim actions are to be accomplished. Space is given for four BMPs for each of the six minimum measures. You may add tables for additional BMPs.

Measurable goals are BMP design objectives, or goals that will quantify the progress of implementing the actions or performance of a BMP. They are ways to measure activities or effects of a BMP. For each of the six minimum measures and for each BMP, define the measurable goal you will use to monitor effectiveness of this BMP. The BMPs you list here should match exactly those given in Part IV., 1) – 6) of the permit NOI. There is space already prepared here for four BMPs for each minimum measure. You can add additional tables. You can also extend tables by using Tab key in the last row of the table and beyond.

For each BMP, establish milestones for implementation. These tables are set up for once/year milestones. You may change the milestone dates to time frames less than one year. Also, certain BMPs - e.g., an ordinance - should be put in place within one year.

Best Management Practices for Public Education and Outreach

BMP 1A		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 1B		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 1C		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 1D		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

Best Management Practices for Public Participation and Involvement

BMP 2A		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 2B		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 2C		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 2D		
Measurable Goal(s)		
Milestone Yr 1		

Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

Best Management Practices for Illicit Discharge Detection and Elimination

BMP 3A		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 3B		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 3C		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 3D		
Measurable Goal(s)		
Milestone Yr 1		

Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

Best Management Practices for Construction Site Runoff Control Program

BMP 4A		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 4B		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 4C		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 4D		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		

Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

Best Management Practices for Post-Construction Runoff Control

BMP 5A		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 5B		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 5C		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 5D		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		

Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

Best Management Practices for Municipal Pollution Prevention and Good Housekeeping

BMP 6A		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 6B		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 6C		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

BMP 6D		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		

Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

(end)